

MAY 1, 2019

The meeting was called to order at 8:30 a.m. by Larry Rackley, Chairman. Those present were Robert McDougal and Carol Shank, Commissioners; Bryce Shields, District Attorney; Karen Wesner, Administrative Assistant; and Lacey Donaldson, Clerk.

APPROVAL OF MINUTES: Mr. McDougal made a motion to approve the minutes of the March 20, 2019 regular meeting as submitted. Motion seconded by Mrs. Shank and passed.

PUBLIC INPUT: There was no public input at this time.

REVIEW OF ALL AGENDA ITEMS TO DETERMINE IF ANY DO OR DO NOT IMPOSE A DIRECT AND SIGNIFICANT ECONOMIC BURDEN ON A BUSINESS OR DIRECTLY RESTRICT THE FORMATION, OPERATION OR EXPANSION OF A BUSINESS: Mrs. Shank made a motion that no agenda items impose a direct and significant economic burden on a business or directly restrict the formation, operation or expansion of a business. Motion seconded by Mr. McDougal and passed.

UNCLASSIFIED DEPARTMENTS:

ROAD DEPARTMENT – Dan Hill was present.

Mr. Hill reported that they sprayed weeds on Old Victory, Upper and Lower Valleys, Imlay and part of the Industrial Park. They also burned some tumble weeds on Old Victory. Mr. Hill stated that he missed the last meeting as they had some equipment stuck on Dago Pass. They did get them out and ended up hauling some gravel in. The crew finished blading the Limbo area and have hit all major roads in the area. They are headed back towards C-Punch Ranch now.

Mr. McDougal stated that in previous discussions with the BLM approximately a year ago, they said they would be amenable to funding some road maintenance on the back entrance into the Black Rock Desert. Mr. Hill stated that he would never encourage anyone to go the back way. Some maintenance might be beneficial for essential services though.

Mr. McDougal also mentioned that the County owns Big Meadow and Reservation Roads and maybe we could deed them to the property owners. If the owners were amenable, he would want to make sure that the roads would be tax exempt.

LANDFILL – Dan Hill was present.

Mr. Hill stated that there was some miscommunication and extra bins were taken to Imlay for some community cleanup over Easter weekend. They will be doing the cleanup this month. The burn pit in Grass Valley has been burned once, but is already full again. Mr. Randolph spent a day up there cleaning it up. He found some addresses and they will be sending bills out. The NDF (Nevada Division of Forestry) crew will be here at the end of the week to clean up wind-blown garbage at the Landfill.

BUILDINGS AND GROUNDS – John Handka was present.

Mr. McDougal stated that if the other board members haven't been to the ball field yet, they need to go look at the progress the crew has made on the concession stand/bathrooms. They have done an outstanding job with the remodel. Mr. Handka stated that they are mostly done. He plans to do some painting today.

The crew is getting back on their regular maintenance schedule. All the water drip systems and sprinklers have been turned on. The pool cover is coming off this Friday. Mr. Handka thanked the Sheriff for the help from the inmates. The materials for the Community Center's re-carpeting will be delivered next Monday and they will start installing it on Tuesday.

Mrs. Shank stated that the Museum Board had a clean-up day over the weekend. They discussed with Mr. Handka the possibility of moving the handicap parking space.

Mrs. Shank also stated that they will begin working on the Law Library remodel and NDF will be scheduled to start boxing things up.

Mr. Handka also informed the Board that he will come in under budget on the ball field project.

Approval of quotes to replace the windows in the Administration Building: Quotes were received as follows:

DeBell Home Improvement Center	\$27,887.00
Fast Glass	\$10,961.28

Mr. Handka stated that there is a big difference in the options and quality of windows between the two bids. DeBell also offers a lifetime warranty.

Mrs. Shank noted that there is \$40,000 budgeted in the Building Fund for this project.

Mrs. Shank made a motion to approve the quote from DeBell Home Improvement Center in the amount of \$27,887.00 to replace the windows in the Administrative Building. Motion seconded by Mr. McDougal and passed.

ECONOMIC DEVELOPMENT – Heidi Lusby-Angvick was present.

Mrs. Lusby-Angvick reported that she attended the Ag and Dairy Conference in Fallon. This was their first conference and they may continue to have it annually. On May 15th, USDA Rural and the Small Business Administration will be in Lovelock from 11 a.m. till 1:00 p.m. Mrs. Lusby-Angvick stated that she has invited the public to attend from 11-12:30 and then will give the USDA people a thirty minute tour of Lovelock.

Mrs. Lusby-Angvick also reported that the RFP (Request for Proposals) for the Governor's Office of Economic Development has been released. Mrs. Lusby-Angvick has been attending the Nevada Rural Caucus breakfast every other Friday at the Legislature.

WNDD (Western Nevada Development District) has been working on their Comprehensive Economic Development Strategy. There is a workshop planned for June 10th in Fallon. The monthly dinner meeting will be on June 24th in Douglas County.

Mrs. Lusby-Angvick will also be attending the mandatory CDBG (Community Development Block Grant) training May 21-22, 2019. PCEDA's (Pershing County Economic Development Authority) next meeting is on Monday at 2:00 p.m.

Mrs. Lusby-Angvick, Karen Lerner and Commissioner McDougal attended the Nevada Rural Roundup in Fallon. There was some good information given about off-highway vehicles and trails. A presentation was given by the City of Tonopah regarding marketing their community. Mrs. Lusby-Angvick also had the opportunity to speak with Lt. Governor Kate Marshall. The Rural Roundup will be held in Virginia City next year. Mrs. Lusby-Angvick also stated that Davis Murphy received a scholarship from Rural Roundup.

Mr. McDougal stated that he and Mrs. Lusby-Angvick have been discussing whether or not there is a value to us participating in NV Works.

PERSHING COUNTY FIRE/AMBULANCE –

RYE PATCH FIRE: Chief Staci Bristow was present.

Chief Bristow stated that they only had three calls in April. They are still conducting training on the billing paperwork, but it did not happen for these incidents. Chief Bristow stated that they currently have a full crew. She reported that some additional lighting was added to the front of the firehouse. Chief Bristow has also been working with Mrs. Childs and Mrs. Hemp in the Recorder-Auditor's office to switch their telephone line from AT&T to Verizon for their fax machine. This will save them over \$100.

Chief Bristow spoke about the brush truck they are getting from the BLM (Bureau of Land Management). She spoke with Eric Nolan from the BLM last week and they do not currently have an ETA for the delivery as they are having problems obtaining their new one. He will continue working on getting it to us, but we may not have it prior to fire season. The current brush truck is in service. Chief Bristow also reported that four members on the department now have their F Endorsements.

COOPERATIVE EXTENSION – Steve Foster and Josh McKinney were present.

APPROVAL OF 4-H DEVELOPMENT LEADER JOB DESCRIPTION AND AUTHORIZATION TO CHANGE POSITION TO A COUNTY ¾ TIME POSITION EFFECTIVE JULY 1, 2019: Mr. Foster reported that he spoke with the University and they don't want to give up this position, so they have agreed to increase their portion to 35% and continue paying for the benefits. This would increase the position to 70%.

Mrs. Shank made a motion to continue the relationship with UNR, with them funding a larger portion of the 4-H Development Leader position. Motion seconded by Mr. McDougal and passed.

Mr. McKinney gave a 4-H update. The Livestock Show is this Sunday. Mrs. Shank spoke about the Nevada Junior Livestock Show (NJLS). Mr. Foster stated that the office will no longer process the paperwork. Mrs. Childs stated that the Leader's Council will form a committee to help those wishing to go on to NJLS.

COMMUNITY CENTER – Dixie McKay was present.

Mrs. McKay gave the Board a written report. The Community Center received a \$1,500 donation from Burning Man. They also received a \$200 donation from the Friends of the NRA. Approximately 1,011 people came through the Center in April. 72 meetings were held along with 7 other events or training. Mrs. McKay has completed the inventory of the kitchen items. 2 new cooking pots were donated to the Center by Geri Atkinson.

Mrs. McKay also reported that she was concerned about having Community Center files on her University computer so she has purchased an external hard drive for those files.

IT DEPARTMENT – Justin Abbott was present.

Mr. Abbott reported that he had 28 new tickets opened and resolved 22 existing tickets in April. He has installed the new anti-virus software in the Assessor's office, the Recorder's office and at the Road Department. Mr. Abbott has moved the Sheriff's office over to their new CAD (computer aided dispatch) servers Monday and Tuesday. He is still working on the issue with the Assessor's plat maps. Mr. Abbott also reported that he is researching grants to help with our network upgrade and looking into new phone system.

PUBLIC DEFENDER – Steve Cochran was present.

Mr. Cochran gave the Board the monthly caseload report.

MUSEUM – REQUEST FOR APPROVAL TO USE MUSEUM GIFT FUNDS TO (1) PAINT THE MARZEN HOUSE EXTERIOR, QUOTE FROM CODY'S CUSTOM COATINGS IN THE AMOUNT OF \$4,115.90; (2) REPLACE MARZEN HOUSE WINDOWS, QUOTE FROM DEBELL HOME IMPROVEMENT CENTER IN THE AMOUNT OF \$29,976.00: Mrs. Shank stated that the Museum Board met and agreed to get quotes to paint the Museum. The Museum Gift Fund has adequate funds to cover the cost. They received a quote from Cody's Custom Coatings in the amount of \$4,115.90, which Mrs. Shank feels is extremely reasonable.

The Museum Board also discussed replacing the windows. They received a quote from DeBell in the amount of \$29,976. They also received a quote from Fast Glass as well, which is quite a bit less, but without the lifetime warranty. Mr. McDougal was concerned about replacing historical windows, unless the replacements are identical. Mrs. Shank will get samples. Mrs. Basso-Cerini stated that it might be beneficial to have Jim Berlini, a historian, come look at the windows prior to replacing them. Mrs. Childs stated that there are sufficient funds available; however it wasn't budgeted. The painting could be done prior to July without any augmentations having to be made.

Mr. McDougal made a motion to approve the quote from Cody's Custom Coatings in the amount of \$4,115.90 to paint the exterior of the Marzen House Museum. Motion seconded by Mrs. Shank and passed.

It was noted that the Museum opens today. They will be open Wednesday through Saturday from 1-4 p.m.

ELECTED DEPARTMENTS:

LACEY DONALDSON, CLERK-TREASURER – Mrs. Donaldson stated that she did not have anything to report. Mrs. Shank stated that the office will be having a tax sale and asked how people will be notified about the sale and the properties available. Mrs. Donaldson stated that the list of properties will be published in the local paper and the information will be available on the auction company's website. Mr. Abbott also stated that the sale information is on the County's website.

RENE CHILDS, RECORDER-AUDITOR – Mrs. Childs gave the Board the monthly fund balance report.

LAUREEN BASSO-CERINI, ASSESSOR – Ms. Basso-Cerini stated that she wasn't sure what the County's custom was in regards to these kinds of things, but a White Pine County Commissioner has passed away. Mrs. Wesner will call the White Pine HR Department and the Board will send their condolences.

Ms. Basso-Cerini reported that the Department of Taxation will be doing another ratio study. Devnet will be back in the middle of May. Ms. Basso-Cerini and Ms. Lerner are still working on appraising new construction. They receive a monthly update from the Planning and Building Department.

SHERIFF'S DEPARTMENT – Mr. Rackley stated that Sheriff Allen is attending a meeting in Reno. Lt. Bjerke was present.

Approval to purchase a 44x12 mobile office unit from the remaining 2018 Burning Man funds, at a cost of \$14,957.15 from Williams Scotsman, Inc.: Mrs. Childs gave a break-down of the costs. She also explained that the funds are available, but they aren't part of the budget. Mrs. Childs has been working with the outside auditors in regards to how the expenditure is handled.

Lt. Bjerke stated that this unit would be used for a temporary jail facility at the Burning Man event.

Mr. McDougal made a motion to approve the purchase of a 44 x 12 mobile office unit from the remaining 2018 Burning Man funds at a cost of \$14,957.15 from Williams Scotsman, Inc. Motion seconded by Mrs. Shank and passed.

Lt. Bjerke also reported that they currently have three deputies out on leave and one attending POST (Peace Officers Standards Training). There are currently 17 inmates in custody.

PLANNING AND BUILDING DEPARTMENT / IMLAY WATER: James Evans was present.

Mr. Evans stated that there will be a Planning Commission meeting tonight with a couple items on the agenda. The planning side of the office was pretty busy in April.

Mr. McDougal spoke about Business Licenses and the discussion for later in the meeting. If we sell the Electric Utility, it would free the office from that function. He wanted Mr. Evans to be aware of the conversation, so he doesn't feel blindsided. Mr. Evans stated that he is aware and will participate in the discussion.

FURTHER DISCUSSION CONCERNING ADOPTION OF THE 2018 IRC & INTERNATIONAL BUILDING CODE (IBC) – Mr. Evans provided the Board with the changes that were made in the updated code. Mr. Evans doesn't feel the updates are that impactful. He stated that the County just adopted the 2012 Building Codes and his office has worked out those changes; he doesn't see the need to update at this time. Mr. McDougal thought that the 2018 code could be adopted with an effective date in the future to give the office and the public time to prepare for the changes. Mrs. Shank asked if any other counties have adopted the 2018 code. Mr. Evans stated that they have not. An action item will be put on the next agenda.

Mr. Evans stated that he replaced three meters in Imlay with the help of Lovelock Meadows Water District last week.

Mrs. Shank asked Mr. Evans if he needed help moving out of the old connex. Mr. Evans stated that he is not ready to do it, but it is on his do-to-list.

Mr. Rackley asked if Mr. Evans has been called to do the final inspection at the Airport for the SRE (snow removal equipment) Building. Mr. Evans stated that he hasn't. Mr. Rackley stated that Armstrong will be here next Tuesday to do a final walk through if Mr. Evans can attend.

UPDATE ON PROGRESS OF SITE LOCATION, DESIGN, FUNDING, AMENITIES, AND CONSTRUCTION OF FUTURE LAW ENFORCEMENT CENTER: Mr. Rackley stated that he has been talking to the owners of the various lots and the real estate agent. Last week they were working on a site survey for a property line adjustment.

PROCLAMATIONS AND AWARDS: There were no Proclamations or Awards given.

DERBY FIELD AIRPORT: Mr. Rackley spoke about the SRE Building. He also gave an update on the sign. Part of the sign has been completed. Mrs. Shank asked about Trans Aero. Mr. Rackley stated that he hasn't heard anything lately.

REPORT FROM ADMINISTRATIVE ASSISTANT: Mrs. Wesner stated that she was contacted yesterday by the National Association of County Officials regarding our County Seal.

Mrs. Shank asked about redoing our County Flag. Mrs. Wesner stated that now that we have a County Seal she can take it into the Flag Store to get recommendations, etc.

2019 LEGISLATIVE UPDATES: Mrs. Wesner was asked about pending Bill Draft Requests. Mrs. Basso-Cerini and Mrs. Childs gave updates regarding their offices. Mrs. Shank stated that NACO (Nevada Association of County Officials) had six bills and all have passed through the House.

UPDATE ON MATTERS RELATING TO THE PERSHING COUNTY ECONOMIC DEVELOPMENT AND CONSERVATION ACT: The Board spoke about Congressman Amodei's statements to the newspaper in regards to the Bill dying. Mr. McDougal stated that he feels the only hang-up currently is Senator Cortez-Masto's staff. The members of the Western Nevada Development District have agreed to sign letters of support on our behalf. Mr. McDougal will work with Mrs. Wesner to draft those letters.

TRACY NEELY AND NANETTE CHALUPA, A & H INSURANCE: PRESENTATION AND RECOMMENDATION FOR THE 2019-2020 HEALTH BENEFIT COVERAGE PLAN OPTIONS FOR PERSHING COUNTY EMPLOYEES – Mrs. Neely gave the Board the renewal and informed the Board that we received a rate pass. Mrs. Neely stated that there was a 5.9% increase to our Dental Plan, which amounts to approximately \$2.00. There were no increases to the Vision or Life Insurance plans. The rates for employees are as follows:

Hometown Health PPO	\$708.38
Hometown Health High Deductible	\$601.84
Kansas City Life (Dental)	\$35.97
Kansas City Life (Vision)	\$6.54
Kansas City Life (Life)	\$4.30

Mr. McDougal made a motion to accept the recommendation to renew our current plans as presented. Motion seconded by Mrs. Shank and passed.

ITEMS FOR FUTURE AGENDAS: The Board did not have anything additional to add at this time.

CORRESPONDENCE: A letter was received from the State of Nevada, Nevada State Board on Geographic Names regarding a naming proposal. Mr. McDougal suggested that we reply asking why it needs a name in the first place.

TV BOARD: TOULON PEAK, RECOMMENDATION TO PURCHASE THE ELKO TV DISTRICT PROPERTY ON TOULON PEAK INCLUDING STANDBY GENERATOR, ANTENNAS, CHANNEL 8 EQUIPMENT AND LEASES IN THE AMOUNT OF \$4,500.00; CHANNEL 8 TV EQUIPMENT AND REPAIRS WITH A COST OF \$15,000 TO \$20,000 – Mr. Rackley stated that there is a typo on the agenda which states the sale price is \$45,000. The actual price is \$4,500. Mr. Rackley showed the other Commissioners a picture of the buildings and equipment located on Toulon Peak and what we would be purchasing. The Elko TV District no longer uses any of this equipment. Mr. Rackley also informed the Board that Southwest Gas has a lease agreement with Elko TV for \$7,500 per year that would be transferred to us.

Mr. McDougal made a motion to approve the purchase of Elko TV District property on Toulon Peak, including a standby generator, antennas, Channel 8 equipment and leases, in the amount of \$4,500. Motion seconded by Mrs. Shank and passed.

Mr. Rackley spoke about the issues with Channel 8, which is still not back on. Mr. Rackley and Norm Powell will be going up there on Friday with some temporary equipment and a new antenna. The cost to replace the equipment is \$12,500, but that doesn't include travel, labor and the electrical required. Mr. Rackley stated that because of the frequency change, the FCC has a grant program that we can apply for to reimburse the costs of the repairs.

Mr. McDougal made a motion to approve the Channel 8 TV Equipment and repairs not to exceed \$20,000. Motion seconded by Mrs. Shank and passed.

The meeting recessed at 11:00 a.m. for a labor session and reconvened at 11:33 a.m.

MATTERS OF THE BOARD FOR DISCUSSION, BOARD MEMBER REPORTS, BOARD LIAISON REPORTS: Mr. McDougal stated that he has a Humboldt River Basin Water Authority meeting next Friday. The following week there is a Central Nevada Water Authority meeting; however, he will not be attending.

Mrs. Shank stated that there is a Cemetery Board meeting tonight. The Library Board met and the Coop is working on Strategic Planning for libraries. Mrs. Shank mentioned an article or ad that was in the newspaper for a hot air balloon event. The ad says they will be at McDougal Field and there has been no communication from the group with either the Commission or the Recreation Board. She has no issue with the event itself; however, groups need to obtain approval to use these facilities. Mrs. Shank would like to see a letter or something sent to them. Mr. McDougal will bring it up at tomorrow's Recreation Board meeting.

Mr. Rackley reported that the 911 Advisory Committee has a meeting scheduled for Monday. Next week he will be attending the NTA (National Translator Association) Convention in Reno.

Mr. McDougal asked for an agenda item to revisit the Broadband Advisory Board.

PUBLIC INPUT: Carolyn Hultgren stated that she attended a meeting this past weekend and shared information regarding the County's Centennial and some other local history.

VOUCHERS: Mr. McDougal made a motion to approve the vouchers with the exception of a voucher for Vendor #556, Larry Rackley. Motion seconded by Mrs. Shank and passed.

Mr. McDougal made a motion to approve the voucher for Vendor #556, Larry Rackley. Motion seconded by Mrs. Shank. Mr. Rackley abstained. Motion carried.

The meeting recessed at 11:57 a.m. and reconvened at 1:00 p.m.

CREATION OF A COUNTY LICENSING DEPARTMENT AND ASSIGNMENT OF LICENSING DUTIES TO EITHER THE DISTRICT ATTORNEY'S OFFICE, CLERK'S OFFICE, AUDITOR'S OFFICE, SHERIFF'S OFFICE, PLANNING AND BUILDING DEPARTMENT OR ANOTHER ALTERNATIVE:

Mr. Rackley doesn't feel that the Sheriff's office is the appropriate venue for business licenses. Mr. McDougal asked what the process is currently. The application is filed and vetted at the Sheriff's office. It then comes to the Recorder-Auditor's office and the license is printed. The license is signed by the Sheriff, the Recorder-Auditor and the Treasurer. Mr. Rackley also stated that he spoke with the Sheriff and was told that if this duty was moved out of the Sheriff's office it would free up his employees to concentrate on normal Sheriff's duties. Mrs. Childs stated that the majority of renewals are all done in July. Mr. McDougal stated that he was trying to identify the volume of work.

It was noted that several years ago, the Sheriff at that time was given an additional position for the express need of handling the Business Licensing. Mr. Evans stated that whichever office takes over this function will need new software to accommodate the licensing. Mrs. Shank stated that they are aware of that and there is money in the budget. With the need for new software, she feels this is a good time to look at moving those duties.

Mr. Shields explained that NRS 364 appoints the Sheriff as the collector of business licenses. Mr. Shields gave an overview of the statute and the procedures set out by that department. Mr. Shields stated that with the exception of his office, the Sheriff's office is in the best position to perform background checks and vet the applications, so regardless of which office accepts the business license applications, the Sheriff's office will still need to be involved.

Mr. Rackley asked Ms. Basso-Cerini, Mrs. Childs, Mrs. Donaldson, Mr. Evans and Mr. Shields if their offices could accommodate the extra function.

Ms. Basso-Cerini stated that she felt any office could take it over, but she would like to bow out due to the ongoing software conversion. She also felt that with her office's current relationship with the Planning and Building Department in regards to permits, etc. that it would work well there.

Mrs. Childs stated that her office is also going through the conversion process and she currently has an unfilled position.

Mrs. Donaldson stated she couldn't do it without another employee, especially with the other functions her office is required to do in July. Tax bill prep happens in July and in an election year they would be right in the middle of closing out the Primary Election.

Mr. Evans didn't think it would be a problem, especially if the Electric Utility goes away. Mr. Rackley stated that he was concerned that if the Electric Utility went away, the other employee in Planning and Building wouldn't be needed. Mr. Evans did not agree.

Mr. Shields stated that it is up to the Board if they wanted to assign something else to the District Attorney's office, but he feels the service would decrease.

Mrs. Shank and Mr. Rackley both stated that they feel the Planning and Building Department is the best place for Business Licenses. Mrs. Shank also stated that she feels the current employee in that office could handle the extra duty now.

There was discussion about letting the renewals go through the current system with the Sheriff's office and then moving the licensing to Planning and Building with the implementation of the new software starting September 1st.

Mrs. Childs stated that the Board needs to get the Sheriff moving on working with Devnet because December 31st will be here pretty quick and then the AS400 will be gone. Mrs. Shank stated that she felt Mr. Abbott, IT, should be put on the project.

Mr. Shields asked for some clarification regarding whether or not the Board was waiting to see if the Electric Utility sells before making their decision. They are not. Mr. Shields stated that the Board

will have to create the Licensing Department by Ordinance, so if they are going to wait until after July 1st, no action is needed at this time.

As there was nothing further to come before the Board, the meeting adjourned at 1:40 p.m.

Approved 6/19/19: _____ /s/
Larry Rackley, Chairman

Attest: _____ /s/
Lacey Donaldson, Clerk-Treasurer